

MINUTES

Data Warehouse Redesign Workgroup

9:00-10:30AM

July 9, 2013

Conference Call

Attendees

NAME	ORGANIZATION
Peter Telep	ANR
Jim Duncan	UVM / VMC
Lesley Bean	VTrans
Steve Sharp	VCGI
Ivan Brown	VCGI
Joanna Grossman	AG
Leslie Pelch	VCGI
Dan Currier	VAPDA
Melissa Prindiville	ACCD

Minutes

- Reviewed preliminary results from 100-point and NAT surveys. Only 3 useable results.
 - Steve suggested that it would be good to have Workgroup members complete both surveys once finalized. Attendees agreed.
 - Leslie P suggested all user stories with the word “need” be changed to “want” to that all stories on consistent and don’t bias the survey. Attendees agreed.
 - Steve noted some possible “duplicate” stories. Attendees agreed that here was one set of dups (related to “open data”).
- Reviewed draft3 “stakeholders” doc. Attendees agreed that this draft is good and can be finalized.
- Review draft1 “competitive analysis” doc. Attendees discussed what kind of website should be reviewed and what kind of criteria should be used to evaluation them.

Action Items

- **Steve** will make identified changes to “user stories”: remove duplicate, change “need” to “want”. This will be completed by COB 7/10/2013.
- **Workgroup** will review final set of “user stories” and submit any additional stories or change by COB 7/12/2013.
- **Steve** will work with Leslie P and Jim D to revise NAT and 100-point surveys to reflect changes to “user stories”. This will be completed by COB 7/17/2013.
- **Workgroup** will fill out 100-point and NAT surveys by COB 7/22/2013.
- **Steve** will convert the “stateholder” document (draft3) to final.
- **Workgroup** will submit by COB 7/12/2013 their favorite “data portal like” website URLs for consideration for the project’s Competitive Analysis.
- **Workgroup** will review draft1 Competitive Analysis document and provide feedback by COB 7/12/2013.

The next meetings:

July 23, 2013, 9:00-10:30 – VCGI’s Office (Waterbury)